CONGRESS
Brown, Harvey Dean, *Personnel Legislation in the 84th Congress*, 34
COOPER, JOSEPH D.
How to Communicate Policy and Procedure (B), 153
CORNELL, HERBERT W.
Civil Service Benchmark Court Decisions, 215
COURT DECISIONS
Cornell, Herbert W., *Civil Service Benchmark Court Decisions*, 215
CROUCH, WINSTON W.
Civil Service in India, 84
CUSHMAN, CHARLES H.
Personnel Opinions (Discussion of alternatives to the rule of three), 92

D

DANIELSON, WILLIAM F., *see* Mitchell, James M.
DONOVAN, J. J.
Civil Service Assembly 1906-1956, 312

E

ECKLUND, NORMAN C.
Personnel Opinions (Discussion of formal professional standards for the personnel field), 141
EISENHOWER, DWIGHT D.
Anniversary message, 177
EMMERICH, HERBERT
Broadening Career Opportunities in the United States Public Service, 189
EMPLOYEE BENEFITS
Krislov, Joseph, *Unemployment Compensation for Public Employees*, 116
EMPLOYEE RELATIONS
Haire, Mason, *Psychology in Management* (B), 101
Knowles, William H., *Personnel Management: A Human Relations Approach* (B), 99
Likert, Rensis, and Seashore, Stanley E., *Motivation and Morale in the Public Service*, 268
ETHICS
Millett, John D., *The Values of Public Service*, 28
EUROPE
Gregoire, Roger, *The Civil Service in Western Europe*, 288
EXECUTIVE DEVELOPMENT
McLarney, William J., *Management Training, Cases and Principles* (B), 45
Sherman, J. Walter, *A Formal Management Development Program That Works*, 7
Youmans, E. Grant, *Federal Management Intern Career Patterns*, 71

F

FOREIGN PERSONNEL ADMINISTRATION, *see* Canada, Europe, India, Latin America, Philippines
FOWLER, DONALD, *see* Howell, William
FRANKEL, SAUL J.
Employee Organization in the Public Service of Canada, 246
FRIEDMAN, BURTON DEAN
Punched Card Primer (B), 154

G

GOW, D. J. S., *see* Watters, David M.
GREGOIRE, ROGER
The Civil Service in Western Europe, 288
GUNTER, ELDER
Personnel Opinions (Discussion of formal professional standards for the personnel field), 142

H

HAIRE, MASON
Psychology in Management (B), 101
HEADY, FERREL
Personnel Opinions (Discussion of formal professional standards for the personnel field), 143
HOSCH, LOUIS E.
Technical Assistance in Personnel Administration, 302
HOWELL, WILLIAM, and FOWLER, DONALD
Personnel Programs of International Organizations, 281

I

INDIA
Crouch, Winston W., *Civil Service in India*, 84
Pillai, N. R., *The New Civil Servant*, 62
INTERN PROGRAMS
Youmans, E. Grant, *Federal Management Intern Career Patterns*, 71

J

JACKSON, JOHN W.
Personnel Opinions (Discussion of alternatives to the rule of three), 94
JOB EVALUATION
Lanham, E., *Job Evaluation* (B), 98
Lawton, Esther C., *Position Evaluation Techniques: A Discussion and Appraisal* (B), 155

K

KAPLAN, H. ELIOT
Citation for Honorary Membership, 2
KINGSLEY, BARBARA J.
Streamlined Substitute for Automation, 132
KNOWLES, WILLIAM H.
Personnel Management: A Human Relations Approach (B), 99
KRISLOV, JOSEPH
Unemployment Compensation for Public Employees, 116
KROEGER, LOUIS J., *see* Aytona, Dominador R.

L

LABOR RELATIONS
Braun, Kurt, *Labor Disputes and Their Settlement* (B), 44
LANHAM, E.
Job Evaluation (B), 98
LATIN AMERICA
Tejera-Paris, Enrique, *Observations on Personnel Management in Latin America*, 295
LAWTON, ESTHER C.
Position Evaluation Techniques: A Discussion and Appraisal (B), 155
LEGISLATION
Brown, Harvey Dean, *Personnel Legislation in the 84th Congress*, 34
LIKERT, RENSIS, and SEASHORE, STANLEY E.
Motivation and Morale in the Public Service, 268
LOCAL GOVERNMENT
Mitchell, James M.; Danielson, William F.; and Stark, Lida S., *The Michigan Municipal Personnel Service*, 67
LOYALTY-SECURITY PROGRAM
Short, Oliver C., *Security in the Public Service*, 225

M

MCGURRIN, JAMES J.
Special Problems in Federal Personnel Management Abroad, 111
MCLARNEY, WILLIAM J.
Management Training, Cases and Principles (B), 45
MACRAE, DONALD S.
San Jose's Approach to Occupational Vision Testing, 129
MANDELL, MILTON M.
Correlates of the Supervisory Judgment Test, 79
MAY, SAMUEL C.
Citation for Honorary Membership, 2
MEDICAL STANDARDS
Macrae, Donald S., *San Jose's Approach to Occupational Vision Testing*, 129
MERIT SYSTEMS
Aronson, Albert H., *Merit Systems in Grant-in-Aid Programs*, 231
MESSICK, CHARLES P.
Civil Service—Then and Now, 308
MILLETT, JOHN D.
The Values of Public Service, 28
MITCHELL, JAMES M.; DANIELSON, WILLIAM F., and STARK, LIDA S.
The Michigan Municipal Personnel Service, 67
MORSE, MURIEL M.
Personnel Opinions (Discussion of formal professional standards for the personnel field), 145
MOSHER, FREDERICK C.
Personnel Opinions (Discussion of off-the-job training and within-grade pay increases), 40
MOTIVATION
Likert, Rensis, and Seashore, Stanley E., *Motivation and Morale in the Public Service*, 268

O

ORGANIZATION OF PERSONNEL PROGRAM
Seckler-Hudson, Catheryn, *Organization and Management: Theory and Practice* (B), 47
OSBORN, PHYLLIS
Personnel Opinions (Discussion of off-the-job training and within-grade pay increases), 41

P

PAY
Aytona, Dominador R., and Kroeger, Louis J., *Classification and Pay in the Philippines*, 123
Bamberg, John, *Improving the Federal Classification and Pay Program: Some Suggestions*, 17
Personnel Opinions (Discussion of off-the-job training and within-grade pay increases), 39
Ricketts, Edmond F., *The Anatomy of Pay Plans*, 22
PERSONNEL ADMINISTRATION, GENERAL
Adkins, Dorothy C., *A Flexible Rule of Three for Public Personnel Selection*, 63
Aronson, Albert H., *A Personnel Perspective*, 3
Bamberg, John, *Improving the Federal Classification and Pay Program: Some Suggestions*, 17
Hosch, Louis E., *Technical Assistance in Personnel Administration*, 302

Knowles, William H., *Personnel Management: A Human Relations Approach* (B), 99
McGurrin, James J., *Special Problems in Federal Personnel Management Abroad*, 111
Messick, Charles P., *Civil Service—Then and Now*, 308
Mitchell, James M.; Danielson, William F.; and Stark, Lida S., *The Michigan Municipal Personnel Service*, 67
Personnel Opinions (Discussion of alternatives to the rule of three), 92
Personnel Opinions (Discussion of off-the-job training and within-grade pay increases), 39
Pfiffner, John M., *The Personnel Function in Government*, 181
Ronan, William J., *University Responsibility for Preparation for Personnel Administration*, 204
Stahl, O. Glenn, *Public Personnel Administration* (B), 155
Terry, Charles W., *The Art of Personnel Administration*, 209
Watson, James R., *Role of the Citizen Organization in Improving Public Personnel Management*, 275

PETRIE, HARRY P.
School Recruitment: An Answer to the Clerical Shortage, 81

PFIFFNER, JOHN M.
The Personnel Function in Government, 181

PHILIPPINES
Aytona, Dominador R., and Kroeger, Louis J., *Classification and Pay in the Philippines*, 123

PILLAI, N. R.
The New Civil Servant, 62

POSEY, ROLLIN B.
Employee Organization in the United States Public Service, 238

PRATHER, PAUL S.
How Phoenix Selects Laborers, 121

PROFESSIONAL STANDARDS
Personnel Opinions (Discussion of formal professional standards for the personnel field), 140

PUBLIC ADMINISTRATION
Crouch, Winston W., *Civil Service in India*, 84
Seckler-Hudson, Catheryn, *Organization and Management: Theory and Practice* (B), 47

R

RECORD KEEPING
Friedman, Burton Dean, *Punched Card Primer* (B), 154

RECRUITMENT
Petrie, Harry P., *School Recruitment: An Answer to the Clerical Shortage*, 81
Prather, Paul S., *How Phoenix Selects Laborers*, 121

RICKETTS, EDMOND F.
The Anatomy of Pay Plans, 22

RONAN, WILLIAM J.
University Responsibility for Preparation for Personnel Administration, 204

RULE OF THREE
Adkins, Dorothy C., *A Flexible Rule of Three for Public Personnel Selection*, 63
Personnel Opinions (Discussion of alternatives to the rule of three), 92

S

ST. LAURENT, LOUIS
Anniversary message, 176

SEASHORE, STANLEY E., *see* Likert, Rensis

SECKLER-HUDSON, CATHERYN
Organization and Management: Theory and Practice (B), 47

SELECTION, *see* Recruitment, Testing

SERVICE RATING
Sharp, Theodore L., and White, Larry C., *An Approach to Employee Evaluation: The Field Review*, 13

SHARP, THEODORE L., and WHITE, LARRY C.
An Approach to Employee Evaluation: The Field Review, 13

SHERMAN, J. WALTER
A Formal Management Development Program That Works, 7

SHORT, OLIVER C.
Security in the Public Service, 225

SIMARD, PAUL
Classification and Compulsory Arbitration, 137

SOCIETY FOR PERSONNEL ADMINISTRATION
Position Evaluation Techniques: A Discussion and Appraisal (B), 155

STAHL, O. GLENN
Personnel Techniques in Perspective, 253
Public Personnel Administration (B), 155

STARK, LIDA S., *see* Mitchell, James M.

STATE PERSONNEL ADMINISTRATION
Aronson, Albert H., *Merit Systems in Grant-in-Aid Programs*, 231

SUPERVISION
Library, U.S. Civil Service Commission, *Training of Supervisors: An Annotated Bibliography*, 148
Mandell, Milton M., *Correlates of the Supervisory Judgment Test*, 79
Sharp, Theodore L., and White, Larry C., *An Approach to Employee Evaluation: The Field Review*, 13

T

TECHNICAL ASSISTANCE
Hosch, Louis E., *Technical Assistance in Personnel Administration*, 302

TEJERA-PARIS, ENRIQUE
Observations on Personnel Management in Latin America, 295

TERRY, CHARLES W.
The Art of Personnel Administration, 209

TESTING
Adkins, Dorothy C., *Selecting Public Employees*, 259
Kingsley, Barbara J., *Streamlined Substitute for Automation*, 132
Macrae, Donald S., *San Jose's Approach to Occupational Vision Testing*, 129
Mandell, Milton M., *Correlates of the Supervisory Judgment Test*, 79
Prather, Paul S., *How Phoenix Selects Laborers*, 121
Tests from North Tonawanda, N. Y., 1900; Philadelphia, Pa., 1915; Cook County, Ill., 1919, 110

TRAINING
Library, U.S. Civil Service Commission, *Training of Supervisors: An Annotated Bibliography*, 148
McLarney, William J., *Management Training, Cases and Principles* (B), 45
Personnel Opinions (Discussion of off-the-job training and within-grade pay increases), 39
Ronan, William J., *University Responsibility for Preparation for Personnel Administration*, 204
Sherman, J. Walter, *A Formal Management Development Program That Works*, 7
Youmans, E. Grant, *Federal Management Intern Career Patterns*, 71

U

UNEMPLOYMENT COMPENSATION
Krislov, Joseph, *Unemployment Compensation for Public Employees*, 116

UNIONS
Braun, Kurt, *Labor Disputes and Their Settlement* (B), 44
Frankel, Saul J., *Employee Organization in the Public Service of Canada*, 246
Posey, Rollin B., *Employee Organization in the United States Public Service*, 238
Simard, Paul, *Classification and Compulsory Arbitration*, 137

W

WELSH, WILLIAM R., JR.
Personnel Opinions (Discussion of alternatives to the rule of three), 95

WHITE, LARRY C., *see* Sharp, Theodore L.

WARNER, KENNETH O.
Editorial notes and comments, 178

WATSON, JAMES R.
Role of the Citizen Organization in Improving Public Personnel Management, 275

WATTERS, DAVID M., and GOW, D. J. S.
Career Opportunities in the Public Service of Canada, 197

WRAY, ROBERT P.
Personnel Opinions (Discussion of off-the-job training and within-grade pay increases), 43

Y

YOUMANS, E. GRANT
Federal Management Intern Career Patterns, 71